

**Logistics Service Bulletin**

**THE BILLBOARD**

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**Direct Exchange of Supplemental Clothing for Drill Sergeants, AIT  
Platoon Sergeants, and AIT Instructors**

1. **APPLICABILITY:** This applies to Drill Sergeants, AIT Platoon Sergeants, and AIT Instructors currently serving on Fort Sill.
2. **PURPOSE:** Provide guidance on the procedures for Drill Sergeants, AIT Platoon Sergeants, and AIT Instructors to Direct Exchange (DX) of Supplemental Clothing on an annual basis.
3. **POLICY:** Items and quantities for one-for-one exchange annually on Drill Sergeants, AIT Platoon Sergeants, and AIT Instructor Supplemental Issue.
  - a. Supplemental Issue breakdown for Drill Sergeants:
    1. Four sets of Army Combat Uniforms (ACU)
    2. Two pair of Tan Boots (HW or TW)
    3. Two IPFU Short Sleeve T-shirts
    4. Two IPFU Trunks
    5. One IPFU Long Sleeve T-shirt
    6. One Wind Jacket
    7. One Wind Pant
  - b. Supplemental Issue breakdown for AIT Platoon Sergeants and AIT Instructors:
    1. Two sets of Army Combat Uniforms (ACU)
    2. One pair of Tan Boots (HW or TW)
    3. One IPFU Short Sleeve T-shirts
    4. One IPFU Trunks
    5. One IPFU Long Sleeve T-shirt
    6. One Wind Jacket
    7. One Wind Pant
  - c. Clothing can be exchanged on Tuesdays and Thursdays from 13:00 to 15:00 at CTIP Building 2102 Currie Road.
  - d. Clothing to be exchanged must be clean.
  - e. On occasion, the staff at Building 2102 will be issuing to troops. Drill Sergeants, AIT Platoon Sergeants and AIT Instructors will have to wait for the issue to be completed before they can be assisted.

f. No one is allowed in the Reclamation Sale area without an authorized employee.

g. Drill Sergeants on the trail starting the 1<sup>st</sup> of December 2012 are eligible to exchange. AIT Platoon Sergeants and AIT Instructors must have been an AIT position for at least six months to participate in the exchange program.

h. No exchanges will be made for Drill Sergeants who are yellow flagged or have been removed from the active trail roster prior to the 1<sup>st</sup> of December 2012.

i. Once the Drill Sergeant is no longer yellow flagged, and back on active status, he/she is eligible for exchange.

j. Drill Sergeants, AIT Platoon Sergeants, and AIT Instructors are eligible to exchange one year to date from the first exchange of the prior year. Example: 21 December 2013 a set of ACU's were exchanged. Regardless to how long and what else was exchanged from 21 December 2013 to 20 December 2014, the Drill Sergeant/AIT Platoon Sergeant/AIT Instructor is eligible to exchange the entire supplemental issue on 20 December 2014.

k. No carryovers from previous years are allowed.

4. The Drill Sergeant, AIT Platoon Sergeant, and AIT Instructor Exchange program has been developed for accounting purposes. This program will be used to track actual clothing exchanged by each Drill Sergeant, AIT Platoon Sergeant, and AIT Instructor. A worksheet has been developed for input purposes. Each Drill Sergeant, AIT Platoon Sergeant, and AIT Instructor will have a worksheet with every item authorized in the exchange program listed. After an exchange is complete, Drill Sergeant, AIT Platoon Sergeant, and AIT Instructor will initial the worksheet acknowledging that they have exchanged the item(s).

5. All items available for exchange are from the Reclamation Sale stock. Availability of sizes varies from week to week. In cases where the sizes needed are not available, Drill Sergeants, AIT Platoon Sergeants, and AIT Instructors may come back another time to exchange or request a Rain check. Clothing in the Reclamation Sale is less than Code B condition. Drill Sergeants, AIT Platoon Sergeants, and AIT Instructors who feel that items are not to their standard of dress have the option of not exchanging.

6. Point of contact for this policy is Chief, Supply & Services Division 442-3701.

/signed/

**Director of Logistics**

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